

**CLASSIFICATION:** FOREST RANGER I

**Class Code:** 4563-16

**Date Established:** 04-05-89

**Occupational Code:** 3-1-7

**Date of Last Revision:** 02/26/08

**Exempt Status:** Non-Exempt

**BASIC PURPOSE:** To enforce forest protection laws within an assigned district, and to assist in organizing and coordinating forest fire prevention strategies, training, and fire suppression activities, under the supervision of higher-level Forest Ranger staff.

**CHARACTERISTIC DUTIES AND RESPONSIBILITIES:**

- Enforces all state forest protection statutes and the rules promulgated under the authority contained in same by locating, investigating, apprehending, and prosecuting violators of laws and rules pertaining to forestry, open burning, timber tax, and wetlands protection.
- Aids or directs Forest Fire Wardens, Deputy Wardens, Special Deputy Wardens and municipal fire fighting personnel in woodland fire suppression and prevention activities, to include developing, planning, and conducting woodland fire prevention and related training.
- Ensures that Wardens, Deputy Wardens, and Special Duty Wardens are available in each town, develops district plans, and makes recommendations in the development of statewide and regional fire suppression and prevention programs.
- Inspects all state-owned and town-owned woodland fire equipment and recommends equipment purchases.
- Promotes forest protection by providing information about the mission, goals, and objectives of the Division, to include planning and presenting programs related to woodland fire prevention and forest law enforcement.
- Supervises forest patrol persons, oversees forest fire lookout towers in the district, and supervises fire lookout personnel.
- Mediates conflicts between various forest users, fire personnel, the public, and landowners.
- Performs assigned administrative functions, including but not limited to: preparing reports; issuing and reviewing state permits; preparing necessary court paperwork; and coordinating and providing general supervision for numerous special activities concerning both woodland fire and forest law enforcement.

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**DISTINGUISHING FACTORS:**

**Skill:** Requires skill in recommending routine changes in standardized operating procedures OR in retrieving, compiling, and reporting data according to established procedures OR in operating complex machines.

**Knowledge:** Requires knowledge of business practices and procedures or technical training in a craft or trade, including working from detailed instructions, to apply knowledge in a variety of practical situations.

**Impact:** Requires responsibility for contributing to immediate, ongoing agency objectives by facilitating the direct provision of services to the public or other state agencies. Errors at this level result in inaccurate reports or invalid test results and require a significant investment of time and resources to detect.

**Supervision:** Requires partial supervision of other employees doing work which is related or similar to the supervisor, including assigning job duties, providing training, giving instructions and checking work.

**Working Conditions:** Requires performing regular job assignments in an adverse working environment involving a variety of unpredictable elements or hazards, including exposure to injuries or hazardous materials which result in partial disability.

**Physical Demands:** Requires medium to heavy work, including continuous physical exertion such as frequent bending, lifting, or climbing.

**Communication:** Requires explaining facts, interpreting situations, or advising individuals of alternative or appropriate courses of action. This level also requires interviewing or eliciting information from state employees or members of the general public.

**Complexity:** Requires a combination of job functions to establish facts, to draw daily operational conclusions, or to solve practical problems. This level also requires providing a variety of alternative solutions where only limited standardization exists.

**Independent Action:** Requires making a limited number of choices in selecting among alternative courses of action under supervisory guidance and in performing job functions according to a variety of prescribed policies or procedures.

#### **MINIMUM QUALIFICATIONS:**

**Education:** Associate's degree or its equivalent from a recognized college or university with major study in forestry, horticulture, arboriculture, natural resources, environmental conservation, fire science, or criminal justice. Each additional year of approved formal education may be substituted for one year of required work experience.

**Experience:** Two years' experience in forestry, fire science, criminal justice, or any combination thereof.

**License/Certification:** See attached.

**PREFERRED QUALIFICATIONS:** Preference will be given to qualifying candidates who have education and/or work experience across the three disciplines of forestry, fire science and criminal justice.

**SPECIAL REQUIREMENTS:** For appointment consideration, Forest Ranger I applicants must successfully participate in a written examination. This examination measures possession of knowledge, skills and abilities identified as necessary for satisfactory job performance by this class.

See attached for more special requirements.

**RECOMMENDED WORK TRAITS:** Knowledge of woodland fire fighting methods and procedures. Knowledge of the recognized practices, theories, techniques, and methodology of training and of the methods and procedures used in training woodland fire fighting personnel. Knowledge of the use and maintenance of woodland fire tools and equipment. Working knowledge of woodland fire and timber harvest laws, rules and regulations. Ability to instruct personnel in woodland fire fighting procedures. Ability to evaluate a variety of evidence and information to assess responsibility with regard to woodland fire suppression activities and forest law violations. Ability to operate photographic equipment, global positioning systems, and computerized mapping programs in the investigation and prosecution of violations, misdemeanors and felonies. Ability to establish and maintain effective professional working relationships with and secure the cooperation of employees working in the department, municipal officials, fire departments, police departments, timber industry, other Federal, State and County agencies and the public. Ability to speak before public groups and to appear on radio and television programs. Ability to work alone in hazardous terrain and adverse weather conditions. Ability to make independent decisions. Must be willing to maintain appearance appropriate to assigned duties and responsibilities determined by the agency appointing authority.

**DISCLAIMER STATEMENT:** This class specification is descriptive of general duties and is not intended to list every specific function of this class title.

**SPECIAL REQUIREMENTS FOR FOREST RANGER I, II, III & IV**

1. **Age:** Must be at least 21 years of age on the date indicated on the job announcement.
2. **Physical Fitness and Strength:** Applicants must be able to pass a specified strength and agility test designed to measure ability to perform physically demanding tasks encountered in job performance. All Forest Rangers I-IV will be required to submit to and pass, at 3-year intervals, a medical examination and physical fitness test, as a condition of continued employment.
3. **General:** A medical examination shall be required after a conditional offer of employment has been made and prior to appointment. A thorough background investigation and reference check will also be made before appointment. Candidates who do not have a conviction-free record of serious offenses will be ineligible for appointment.
4. **Forest Ranger Certification:** During the probationary period, employees must successfully complete the specified training courses and become fully certified as Forest Rangers qualified to fight forest fires by the New Hampshire Fire Standards and Training Commission or by the Director of the Division of Forests and Lands.
5. **Police Officer Certification:** During the probationary period, employees must satisfactorily complete the preparatory training program for police officers established by the New Hampshire Police Standards and Training Council and become certified as police officers pursuant to RSA 188-F, unless already certified and certification is still in effect. Pursuant to RSA 227-G:9, Forest Rangers hired prior to January 1, 2005 are required to be part-time certified, whereas any Forest Ranger hired after that date is required to be full-time certified. A minimum of eight hours of approved training per year is required for continuing certification.

**NOTE:** Additional information concerning the physical fitness and strength test, Forest Ranger certification, or police officer certification can be obtained from the Division of Forests and Lands, Department of Resources and Economic Development.